

**Dodge County, State of Wisconsin
Information Technology
Tuesday, February 16, 2016**

Minutes of the February 16, 2016 Information Technology meeting held in the Dodge County Administration Building, in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak Street, Juneau, WI at 5:45 PM.

Members Present: Maly, J. Bobholz, Duchac

Members Excused: M. Bobholz, Houchin

Also Present: Jim Mielke, County Administrator; Scott Smith, Chief Deputy; Ruth M. Otto, Director of Information Technology

Meeting called to order at 5:45 PM by Supervisor Maly.

Supervisor Maly acknowledges that sufficient members of the Information Technology Committee are present and therefore there is a quorum at start of meeting.

Supervisor Maly confirms compliance with open meetings law following brief posting report by IT Director.

Motion by Duchac, seconded by J. Bobholz, to approve Information Technology Committee agenda as presented and to grant permission for IT Committee Chair to deviate from agenda as needed. Motion carried.

No Public Comments or Committee Member reports.

Motion by Duchac, seconded by Maly to approve minutes from January 13, 2016 of the Information Technology Committee meeting. Motion carried. J. Bobholz abstained.

Discussion was had on the improvements proposed for the Dodge County Detention Center Pod J. The proposal being considered for acceptance was from Accurate Controls for \$25,070. This proposed work is to replace the antiquated control system in Pod J which handles doors and intercom systems. Parts are no longer available for the system and has been a concern of the jail inspector. Chief Deputy Scott Smith addressed the committee on the need to move forward with this upgrade. The committee members agreed.

Discussion was had on a draft resolution for the consulting agreement with GFOA. Julie Kolp, Finance Director and project manager for this project, shared the adjustments to the agreement – the addition of the statement of work (what is the County's responsibility and what is GFOA's responsibility).

Discussion was had on the development of an Overview document to help the County Board Supervisors better understand the ERP project and the role of GFOA in the project. The committee felt it was important to try to capture questions from the board and share those in a presentation the following County Board meeting in an abbreviated format.

Discussion was had on the request for outside state travel to the EMC World Conference. A motion was made by Duchac, seconded by J. Bobholz to approve the travel and attendance to the conference. Motion was carried.

Discussion was had in regards to a fund transfer of \$7,395 from BU 1811 to BU 1819. The reason for the funds moving was due to the higher cost for the COOP Cloud backup.

Discussion was had on the need to carry over funds from 2015 to 2016. \$30,000 was carried over from 2015 to complete the Load Balancer project which had started late in 2015. Also, \$27,000 was carried over to cover the unpaid engineering fees for the firewall project. These fees were held until a fix is loaded to rectify a bug in the appliance.

Under the IT Director's report the following were summarized and reviewed:

- Kronos project – Advanced Scheduler has run into a concern due to the implementer raising questions on version 7 versus version 8. More discussions to happen with the Sheriff's Office.
- NetSmart – progress is being made but there are concerns on electronic bill paying. At this point there are 2 out of 50 insurance companies being set up.
- GCS – At this point the permits system is being worked on.
- Secured Electronics project – Kick off went well. Maintenance and IT are working together to cover the project.
- County Board Room voting system – shared what the new county board room set up will look like. A drastic change to the set up to ensure everyone can see the new system.
- Website upgrade – it was discovered the upgrade budgeted for this year is much more than expected. It does mean a full redesign of the website to take advantage of the features and capabilities of the CMS. The committee suggested starting a committee to gather information on our website and propose changes.
- Personnel change in IT – the committee was informed one member of the Technical Services group has given notice. Discussion lead to will there be issues finding staff. It was also revealed the Electronics Technician position will be posted March 1st.

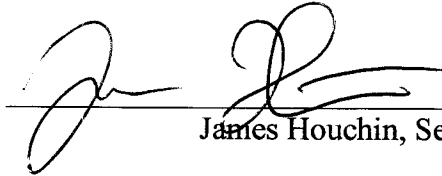
Consideration for Action:

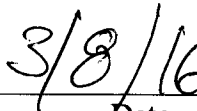
A motion was made by Duchac, seconded by J. Bobholz, to approve all items for consideration with a single vote. Motion Carried.

- Approval to pay for membership fee for GIPAW of \$50.00 from BU 1801.5324 as budgeted.
- Approval to purchase Unitrends backup appliance for \$99,393 from BU 1811.5818 as budgeted.

Suggested next committee meeting date: Tuesday, March 8th at 5:30 PM in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Meeting adjourned by Chair Donna Maly at 7:15 PM.


James Houchin, Secretary


Date